University Technology Fee Advisory Board Minutes
September 23, 2015—ASCSU Conference Room 204A

Attendance: Jake Loughridge, Chair, CoB; Jacob Taylor, Vice chair, CoB; Blaire MacNeill, Secretary, CVMBS; Alex Albright, ASCSU; Kelsey Furlong, CHHS; Naomi Bombardier, CHHS; Nicole Ramo, Graduate Student Rep; Johnny Roos, Ag Sciences; Max Zapf, CLA; Adam Lynch, Natural Sciences; Jason Huitt, ACNS; Patrick Burns, ACNS; Eric Hamrick, CSU Procurement

I. Meeting Called to Order at 1:05 p.m.
II. Approval of Minutes from April 27, 2015 Meeting
   a. Postponed in order to allow new members to review them; will be addressed at the next meeting

III. Presentations
   a. None

IV. Old Business
   a. None

V. New Business
   a. Introductions
      i. Jake Loughridge- Chair, College of Business
      ii. Jacob Taylor- Vice Chair, College of Business
      iii. Blaire MacNeill- Secretary, College of Veterinary Medicine and Biomedical Sciences
      iv. Naomi Bombardier- College of Health and Human Sciences, ASCUS rep.
      v. Max (insert last name)- College of Liberal Arts
      vi. Adam Lynch- College of Natural Sciences
      vii. Kelsey Furlong- College of Health and Human Sciences
      viii. Alex Albright- College of Natural Resources, ASCSU
      ix. Johnny Roos - College of Agricultural Sciences
      x. Nicole Ramo- College of Engineering, Graduate Student rep.
      xi. Eric Hamrick- CSU Procurement
      xii. Jason Huitt- ACNS
      xiii. Pat Burns- ACNS advisor to UTFAB
   b. Budget Review FY16
      i. Reviewed FY16 budget overview spreadsheet created last September (includes some approximate numbers)
      ii. Received explanation of FY15 carry forwards for projects that were funded in the previous fiscal year but have not yet been completed
      iii. Library is the only project that was not fully approved from the spring; technically received full amount through some of the budget from this year
      iv. Emphasized that nothing happens that we (the students) do not explicitly approve
      v. Question: What is bad debt? Answer: The money allocated for students who do not pay their fees that UFTAB covers
vi. Have approximately $177,623 to allocate during this fiscal year

c. Budget Overview FY17
   i. Looked at FY17 budget spreadsheet
   ii. Projected requests currently at 1.8 million dollars
   iii. Encouraged to start thinking about the direction the board will go in order to balance the budget (allocate or save residual funds)

d. General Discussion
   i. In the fall semester the board will hear project presentations for this fiscal year
   ii. In the spring semester the board will hear project presentations for the upcoming fiscal year
   iii. Presentations for the allocation of the residual funds will occur in both semesters (and mention of finding new terminology for these proposals)
   iv. Each college should try to have a representative and an associate to increase membership and ensure the board always has quorum
   v. Agreed that the bylaws will be reviewed late in the fall semester
   vi. Showed new members where the bylaws are located on UTFAB website
   vii. Discussed a possible amendment of the three year check-in required for projects
   viii. Mentioned the presenters for open textbooks in the Library Administrative Conference Room from 3:30-4:00 p.m. on September 23.

VI. Next Meeting: Wednesday, September 30, 2015, at 1:00 p.m. in ASCSU Conference Room 204A

VII. Motion to Adjourn
   a. Approved at 1:38 p.m.